Cultural Resource Training
for the Non-CRM Professional

A Training Module for the
Department of Defense (DoD)

The DoD has a huge responsibility to protect cultural resources

- The DoD has “a real estate portfolio rivaling that of the ancient Roman Empire with 600,000 buildings in 6,000 locations on 30 million acres.”
- The DoD “is also the nation's largest employer, with 1.4 million active duty military and nearly 720,000 civilian employees.”
- The DoD also has leased properties and temporary locations that require the protection of cultural resources

Cultural Resource Training Overview

Often the people whose decisions can affect cultural resources have little experience in cultural resource management or archaeological site management.

Anyone can learn to be aware of cultural resources and how to avoid or mitigate potentially negative impacts.

This document was created to help explain to non-CRM professionals:

- what cultural resources are
- how they are threatened
- how they can be protected

Desired Outcome of Cultural Resource Training?

Create an Awareness of:

- Recognizing what cultural resources are and understanding them as non-renewable assets - once destroyed they are lost forever.
- Learning to plan ahead with regards to cultural resources – ensuring compliance with all federal and state guidelines and requirements to avoid and protect cultural resources.
- Understanding that DoD property is publicly owned land and we, as the land managers, must be good stewards – protecting cultural resources for future generations

Leadership Focus

The Department of Defense (DoD) has responsibilities under a number of Federal, State, and Local laws to identify, evaluate, and protect Cultural Resources.

Cultural Resources located on each individual installation are the responsibility of that installation's leadership and personnel to manage and protect.

An awareness of and respect for Cultural Resources needs to be promoted from the top down.

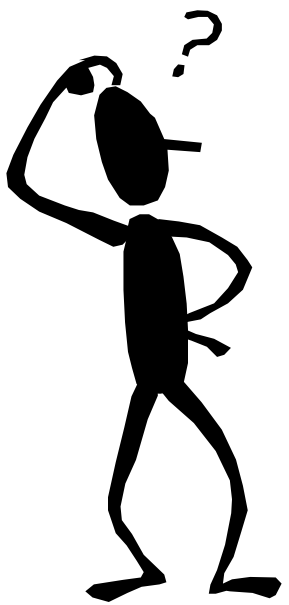
Tools available to leadership to help protect cultural resources include:

- CRM/CRS (Cultural Resource Manager/Specialists)
- ICRMP (Integrated Cultural Resource Management Plan)
- Environmental Coordinator
- Facilities Manager

Service Member Focus

1. Develop an understanding for cultural resources.
2. Plan ahead to avoid and protect cultural resources.
3. Communicate proposed activities with CRM.
4. Learn about potential/possible inadvertent discoveries.
5. Know who to contact and what to do in case you have an inadvertent discovery.
6. Use available technology such as GPS/GIS, cell phones, aerial photography.
7. Clearly communicate buffers and areas of avoidance with everyone accessing the project area.
8. Clearly mark buffers and areas of avoidance with flagging tape or some other highly visible means.
9. Be aware of potential threats to cultural resources.

What is CRM?



Note: The term Cultural Heritage Manager, Cultural Resource Specialists, and similar variations are also used.

- Cultural Resource Management (CRM) is a practice devoted towards the protection and management of cultural resources. The management of cultural properties requires an understanding of the historic value of the resource, and how federal actions may have an impact on cultural resources. This process is mandated by federal and state legislation.
- Each DoD property should have a Cultural Resource Manager, Environmental Coordinator, or Facility Manager. This contact may not be on site but the installation commander should know how to contact them.

What Are Cultural Resources?

As defined in the 1966 National Historic Preservation Act a **historic property** or **historic resource** is any "prehistoric or historic district, site, building, structure, or object included in, or eligible for inclusion on, the National Register of Historic Places, including artifacts, records, and material remains related to such a property or resource." (NHPA) [16 U.S.C. &

Cultural Resources Examples

- Archaeology
- Landscapes
- Traditional Cultural Properties
- Folklore
- Shipwrecks
- Objects (i.e., Artifacts)
- Cemeteries & Burials
- Caves
- Buildings
- Structures
- Monuments
- Battlefields

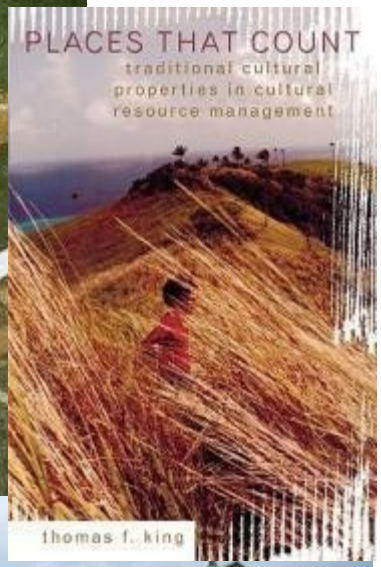
Buildings and Structures

Historic Districts and Landscapes

Cemeteries

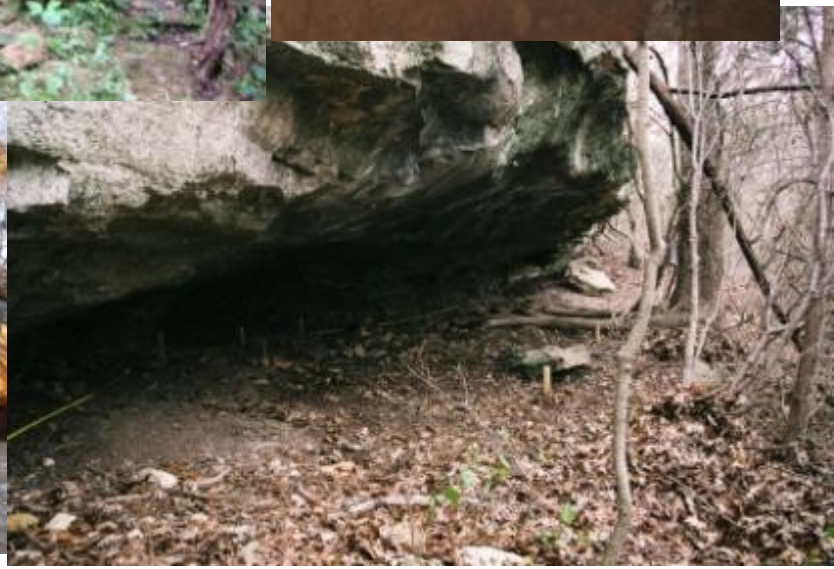
Battlefields

Sacred sites and Traditional Cultural Properties

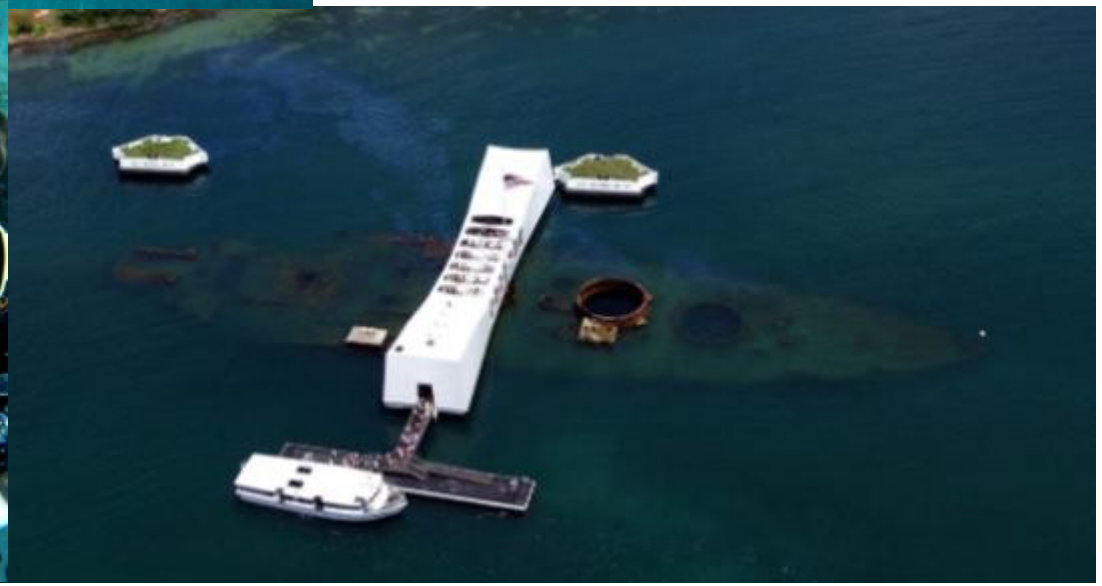


A Sacred site means any specific, discrete, narrowly delineated location on Federal land that is identified by a Native American tribe/individual determined to be an appropriately authoritative representative of a Native American religion, as sacred by virtue of its established religious significance to, or ceremonial use by a Native American religion. Traditional Cultural Properties (TCPs) include built or natural locations, areas, or features considered sacred or culturally significant by a group or people. While TCPs are closely associated with Native American

Caves and Rock Shelters



Underwater and Maritime Resources



Objects and Artifacts

Archaeological Sites

Archaeological Features

Prehistoric features

Historic features

Cultural Resources Are Important

Culturally significant buildings, landscapes, objects, and documents are the embodiment of shared historical experiences. They are the tangible evidence of national memory and the history we share. According to the Department of Defense, “Recognizing and preserving such resources is one way in which society can impart its culture to future generations.”

(Legacy Resource Management Program 1994)

Threats to Cultural Resources

Cultural Resources are rapidly being lost to development, forces of nature, looting or treasure hunting, and other natural and human factors including the development of military installations and some military training.

Threats to Cultural Resources

Threats to Cultural Resources may include Natural Resources management activities, as well as training and routine operational and maintenance activities:

Combat Operations
Training
Erosion
Illicit collector behavior
Vandalism
Decay
Re-purposing
Controlled Burn / Fire breaks
Plowing
Propeller Wash
Development
Construction
Demolition
Urbanization
Encroachment
Hazard Waste/Hazardous Spills

Threats to Cultural Resources (cont.)

- Tracked and wheeled vehicle maneuvering;
- Artillery impact and live-firing of weapons;
- Facility construction;
- Right-of-way easements;
- Construction of pedestrian trails;
- Construction of a modern structure or feature within the viewshed of an historic property or district;
- Construction of new roads (dirt or paved);
- Construction of fire breaks in new areas which involve earthmoving activities;
- Construction of new food plots, or ground disturbance at food plots located on known archaeological sites;
- Forest management (i.e., timber harvesting, tree planting, prescribed burning);
- Erosion control measures that alter original ground surface;
- Remediation activities that involve building demolition and earth excavation to remove contaminants;
- Other earthmoving activities (i.e., terrain modification);
- Plowing and disking in historically agricultural areas; and
- Repair, alteration, modification, demolition, or disposal of standing structures – including bridges – over 45 years of age

Archaeological Sites and Historic Buildings

Some of the most common cultural resources on DoD properties are Archaeological Sites and Historic Buildings.

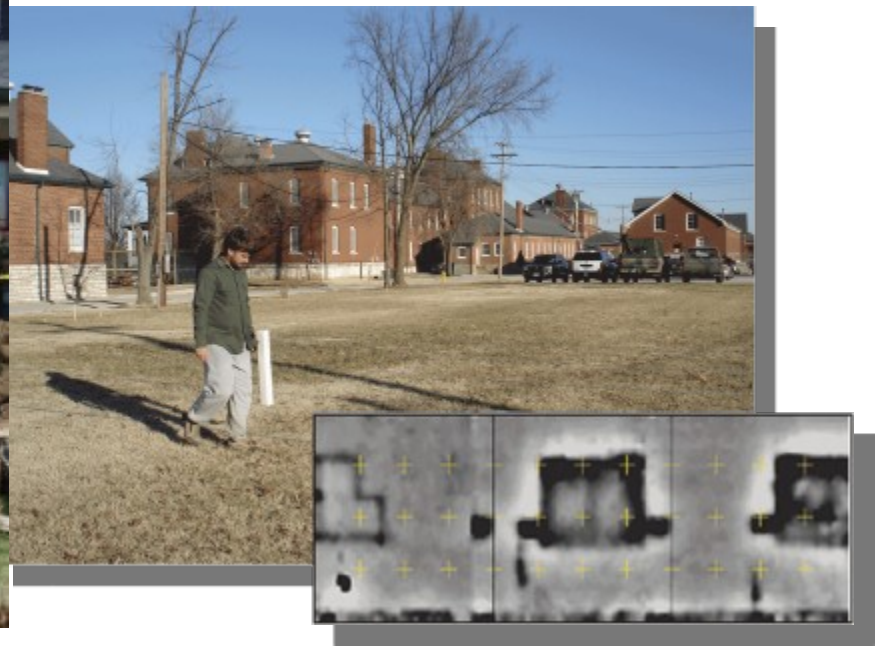
Archaeological Sites can be almost anywhere…

Rock chimney base in wooded area.

Historic foundations under the street in a utility trench.

Prehistoric feature eroding from the river bank (bottom) & the wall of a backhoe

Historic house foundations buried in open grassy area.



Archaeological site between the sidewalk and the street.

Historic Buildings …

Contact the CRM for any actions that may change or modify an historic structure. This could include demolition, building an addition, constructing a new building, renovations, replacing a roof, flooring, windows, doors, exterior cladding, paint colors, or trim.

Is there a maintenance and treatment plan for this building or installation?

Structures such as water towers, bridges, ranges, latrines, storage sheds, training equipment, training areas, etc…

Historic Buildings …

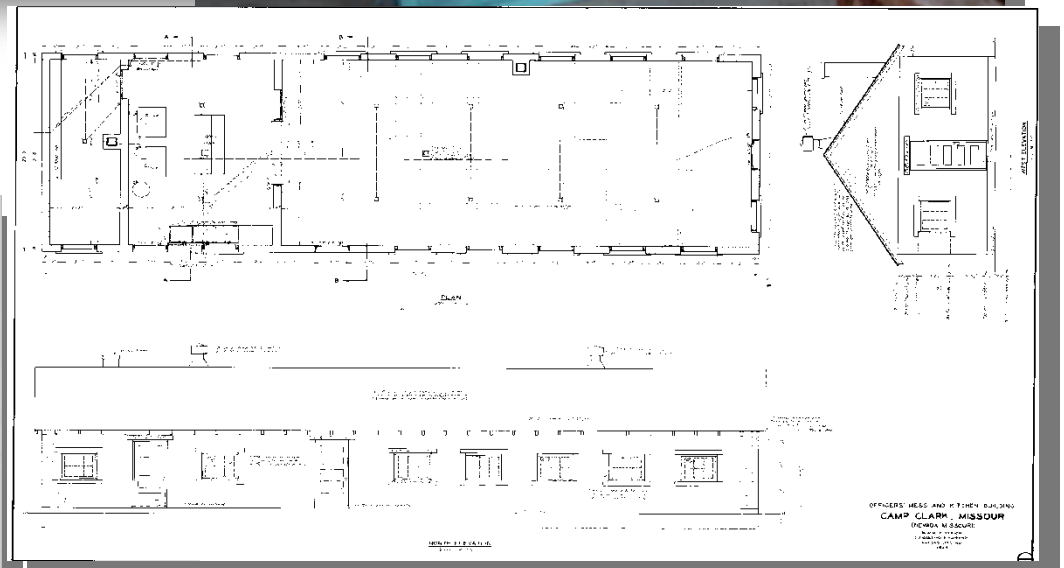
(DoD) is responsible for environmental restoration of properties that were formerly owned by, leased to or otherwise possessed by the United States

The Minneapolis VA Medical Center will convert five old buildings at Fort Snelling into 58 apartments for homeless Veterans and their families.

Members of the Mongolian Armed Forces 338 Construction & Engineering Unit and Mongolian contractors install a new window during renovation work on the Erdmiin Oyun School July 25, 2013, in Ulaanbaatar, Mongolia

Historic Buildings…

Historic elements of buildings being demolished can be salvaged to maintain buildings that are being restored or reused.



Threats to Cultural Resources – What To Do?

<u>Key Points</u>

Be prepared by:

- Planning ahead and discussing your project with the CRM.
- Having a cultural resources survey conducted as part of initial planning stages.
- Taking steps to mitigate potential damage.
- Monitor projects that have the potential to impact cultural resources.
- Know the Best Management Practices (BMPs) or Standard Operating Procedures (SOPs) for your location.
- Have a preservation plan and agreement documents.

SURVEY

TESTIN G

MONITORI NG

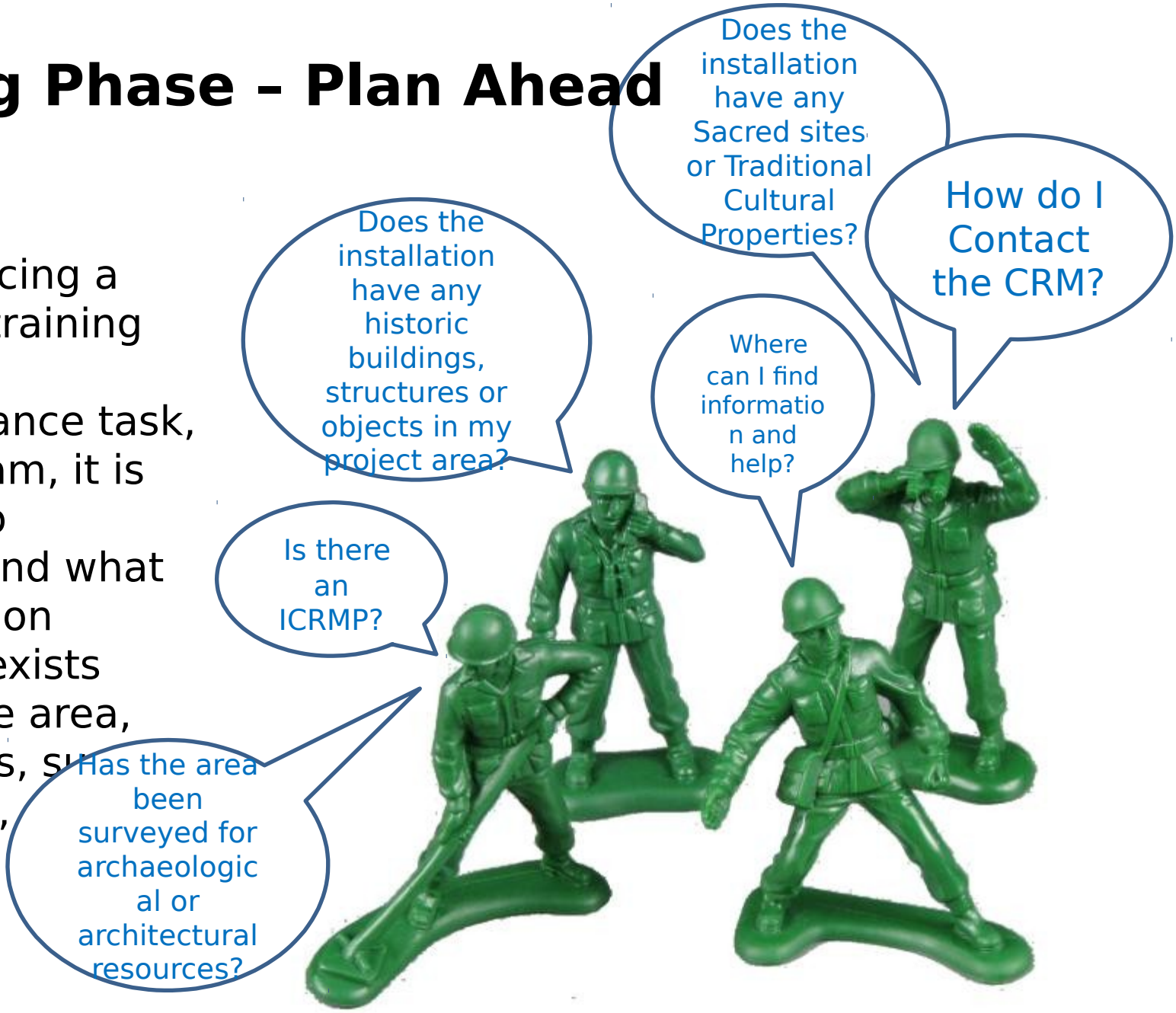
MITIGATIO N

Find out from the CRM what the Best Management Practices (BMPs) are for any Installation you may be working or training.

Best Management Practices (BMPs) are actions that are considered effective and appropriate. They represent the general knowledge and practice of informed professionals.

Planning Phase – Plan Ahead

Prior to commencing a project, training activity, maintenance task, or program, it is crucial to understand what information already exists about the area, resources, su
mapping,


Does the installation have any Sacred sites or Traditional Cultural Properties?
How do I Contact the CRM?
Does the installation have any historic buildings, structures or objects in my project area?
Where can I find informatio n and help?
Is there an ICRMP?
Has the area been surveyed for archaeologic al or architectural resources?

Background information for the area I will be working in…

Prior to commencing an undertaking, it is crucial to understand what information already exists about the area, resources, surveys, mapping, etc., before starting a project.

Critical Questions

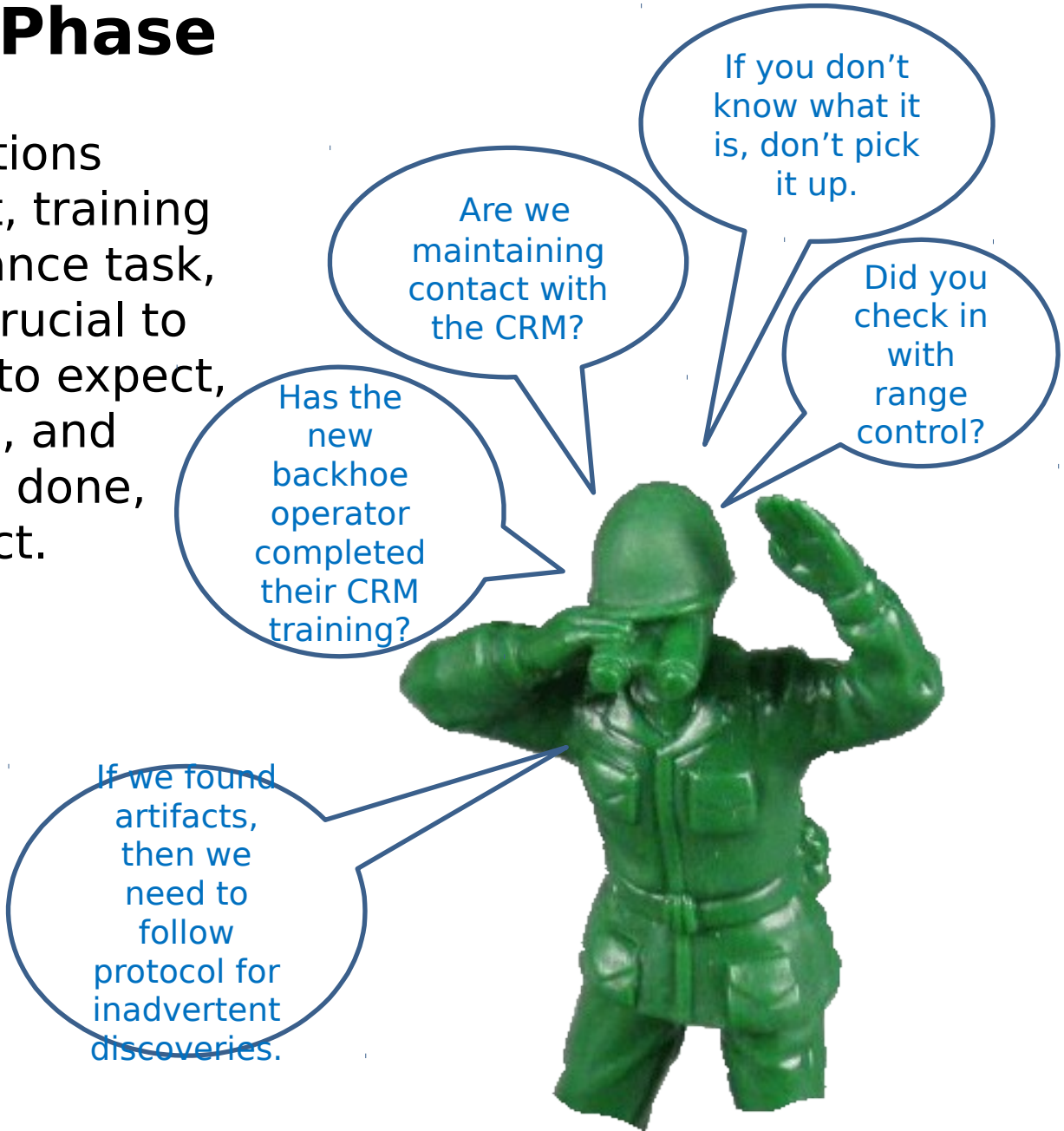
- How do I contact the CRM?
- Integrated Cultural Resource Management Plan (ICRMP): Has the installation's ICRMP been reviewed?
- Has the area in question already been surveyed for archaeological or architectural resources?
- Is the survey more than 10 years old? If so, is additional review necessary?
- Does this installation have mapping showing sensitive areas to avoid?
- What was the area used for prior to the proposed construction? Previous impacts, Unexploded Ordinance (UXO) concerns?
- Have the specific consulting parties (SHPO/THPO, Native American groups, etc.) been notified of this undertaking?

Tools

Tools to help with your job
Federal, state, and local laws and regulations
Historic maps
Stakeholders
GIS mapping
ICRMP
Historical photographs
Architectural resource investigations
Historical aerials
Archaeological resource investigations
Installation plans and drawings

Operations Phase

During the Operations Phase of a project, training activity, maintenance task, or program, it is crucial to understand what to expect, what can be done, and what shouldn't be done, and who to contact.


If you don’t know what it is, don’t pick it up.
Are we maintaining contact with the CRM?
Did you check in with range control?
Has the new backhoe operator completed their CRM training?
If we found artifacts, then we need to follow protocol for inadvertent discoveries.

Safety

Covering a historic well provides some immediate protection. However, wood and even concrete well covers are subject to deterioration by the elements. If the mitigation strategy is to simply cover the well, the cover should be made of reinforced concrete or thick metal plate heavy enough that it would take t

Wells are often well-disguised hazards!

Archaeological sites, particularly historic sites, sometimes create safety hazards. Open foundations, wells, barbed wire, broken glass, farm implements, industrial machinery and industrial waste are often associated with historic archaeological sites. Abandoned structures and features can be unstable. Crumbling concrete and masonry can surprise personnel on foot, especially when features are masked by vegetation. Also many by-products of nineteenth century industrial activity were not properly disposed of and are toxic and/or hazardous.

Examples of doing it right.

This natural and archeological site at the Yakima Training Center is an important spiritual site but also a huge safety hazard for military personnel. This open lava tube is also a spiritual portal site for the Wanapum people. To alleviate the safety hazard and keep the site protected and accessible, Randy Korgel, the Yakima CRM , devised an innovative solution. A supported metal grate was constructed to fit over the opening which was then covered in rock. This successfully eliminated the safety hazard and protects the site for spiritual purposes, while disguising it in the landscape.

Scenario #1

- While on maneuvers, you discover what appear to be bones eroding from a creek bank. What should you do?

Scenario #1 Answer

- While on maneuvers, you discover what appear to be bones eroding from a creek bank. What should you do?

- Secure the area;
- Contact your supervisor;
- Contact Range Control/Cultural Resources Manager.

Scenario #2

- You are developing a new training area and during construction you find an arrowhead. What should you do?

Scenario #2 Answer

- You are developing a new training area and during construction you find an arrowhead. What should you do?

- Stop work and secure the area;
- Contact your supervisor;
- Contact Range Control/Cultural Resources Manager.

Scenario #3

- You are in charge of a project that requires several excavations. What should you do during your planning phase?

Scenario #3 Answer

- You are in charge of a project that requires several excavations. What should you do during your planning phase?

- Work proactively with your installation Environmental Office and Cultural Resources Manager in ensuring proper site clearance and review inadvertent discovery

Scenario #4

- You are replacing the windows in a building that seems kind of old. What should you do before starting this project?

Scenario #4 Answer

- You are replacing the windows in a building that seems kind of old. What should you do before starting this project?

- Work proactively with your installation Environmental Office and Cultural Resources Manager in discussing potential impacts/prescriptive mitigation

Scenario #5

- You are planning new construction in the cantonment area. What should you do prior to construction phase?

Scenario #5 Answer

- You are planning new construction in the cantonment area. What should you do prior to construction phase?

- Work proactively with your installation Environmental Office and Cultural Resources Manager in ensuring proper site clearance and review inadvertent discovery procedures prior to excavation.

Scenario #6

- You are working on a project that involves expanding a parking area. Could this impact cultural resources?

Scenario #6 Answer

- You are working on a project that involves expanding a parking area. Could this impact cultural resources?
- Yes, cultural resources could potentially be impacted/discovered during the parking lot expansion. Work proactively with your installation Environmental Office and Cultural Resources Manager in ensuring proper site clearance and review inadvertent discovery procedures prior to excavation.

Scenario #7

- You are mowing the grass in the cantonment area. Could this impact cultural resources?

Scenario #7 Answer

- You are mowing the grass in the cantonment area. Could this impact cultural resources?

- Yes; although there is a low probability of impacting cultural resources, site conditions change constantly through weathering, human actions, etc, that just might uncover cultural resources.

Scenario #8

- You are clearing brush for a new training area. Do I need to contact the CRM?

Scenario #8 Answer

- You are clearing brush for a new training area. Do I need to contact the CRM?
- Yes, the CRM will be able to determine if cultural resources would be impacted through review of in-house surveys and consultation with your State Historic Preservation Office, culturally affiliated Native American Tribes, and other interested

Scenario #9

- You have a project with heavy equipment and you have been talking to the CRM. However, you need to move your staging area and the CRM is not available today. What should you do?

Scenario #9 Answer

- You have a project with heavy equipment and you have been talking to the CRM. However, you need to move your staging area and the CRM is not available today. What should you do?
- Contact the installation Environmental Office ASAP to get in contact with the Cultural Resources Manager prior to movement of the staging area; you might impact

Scenario #10

- You are resurfacing an existing road. Do you need to contact the CRM?

Scenario #10 Answer

- You are resurfacing an existing road. Do you need to contact the CRM?
- Yes, the CRM will be able to determine if cultural resources would be impacted through review of in-house surveys and consultation with your State Historic Preservation Office, culturally affiliated Native American Tribes, and other interested parties.

Cultural Resources Scenario Takeaway

- If you are in doubt about whether or not your action or inaction would lead to the potential damage/destruction of cultural resources, it is best to seek out the expertise of your installation Environmental Office and Cultural Resources Manager prior to making a costly mistake.

Inadvertent Discoveries Protocol Human Remains

A. **<u>Stop work immediately</u>** in the area of the discovery and protect the discovery. Only archaeologists should attempt to clean around the remains to define the limits of the remains. The contractor or the CRM should not attempt to remove the remains.

B. Create a large buffer to protect the discovery. The remains should be treated with respect. Work in the area surrounding the human remains should, under most circumstances, cease during the period of coordination.

C. Contact the CRM and the Chief Inspector.

D. Contact the local authorities (coroner and sheriff). However, when human remains are found in a good archaeological context, it is generally not required to contact the local authorities, but if there is any question of context, then the local authorities should be contacted.

E. The human remains should at all times remain in place (in the ground), as well as protected from natural forces and from vandalism and looting.

F. Once the proper authorities have been contacted (DoD and SHPO), the CRM will assist in efforts to contact relevant persons, including federally recognized tribal authorities, if appropriate.

Discoveries Protocol Non-Human Remains

Immediate first step responsibilities:

A. **<u>Stop work immediately</u>** if they observe any indications of the presence of cultural prehistoric or historic materials (artifacts or other man-made features), animal bone.

B. Contact the CRM (or the Chief Inspector if the CRM is not available) as soon as possible.

C. Comply with unanticipated discovery procedures for your Specific Location.

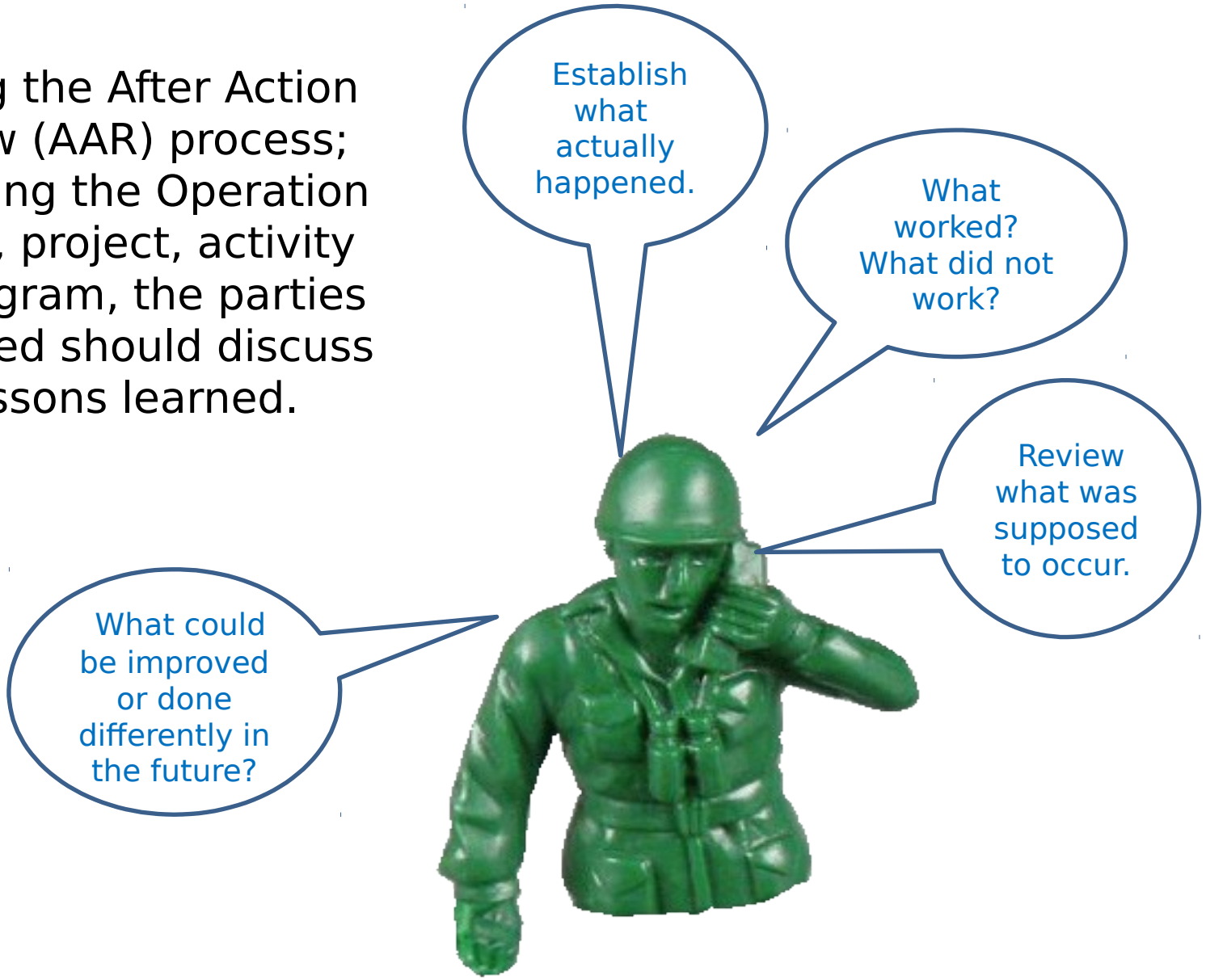
If, during the course of construction, potential cultural resource remains are identified, then stop work and notify the CRM and the project supervisor. If the CRM determines the remains are not significant then work would typically resume.

If the remains are potentially significant, then the CRM will notify the State Historic Preservation Officer (SHPO) and the DoD facility liaison, and will hire a state-approved archaeological consultant who will investigate the site and provide an immediate verbal report to the CRM, the DoD, and the SHPO. The CRM will continue to consult with SHPO as per the requirements of Section 106 of the *National Historic Preservation Act* ("NHPA").

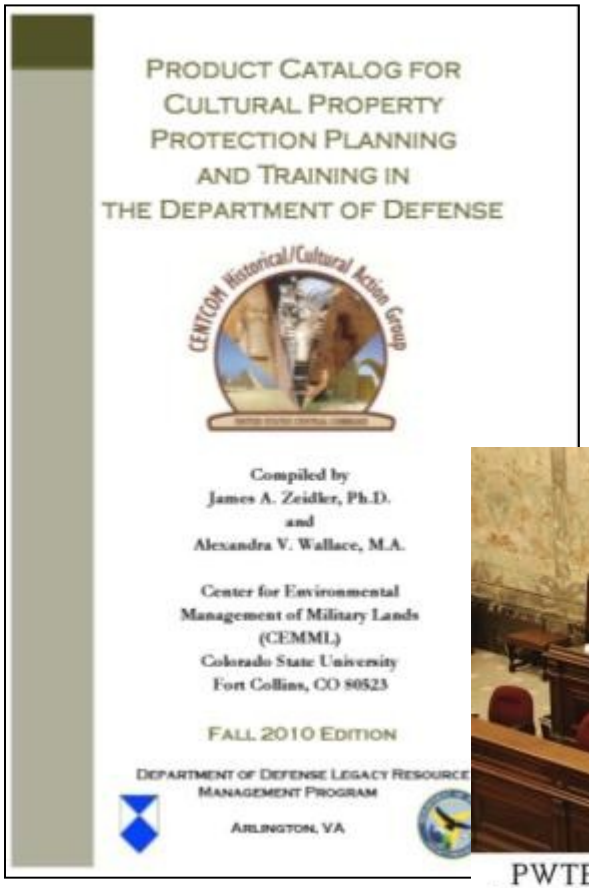
If the site is determined to be potentially eligible for inclusion in the *National Register*, additional work such as a Determination of Eligibility or Data Recovery may be performed as required/approved by the SHPO and the DoD. Further work within the buffered area of the site will likely be suspended until all criteria of Section 106 of the NHPA and other related Federal and

Recovery Phase

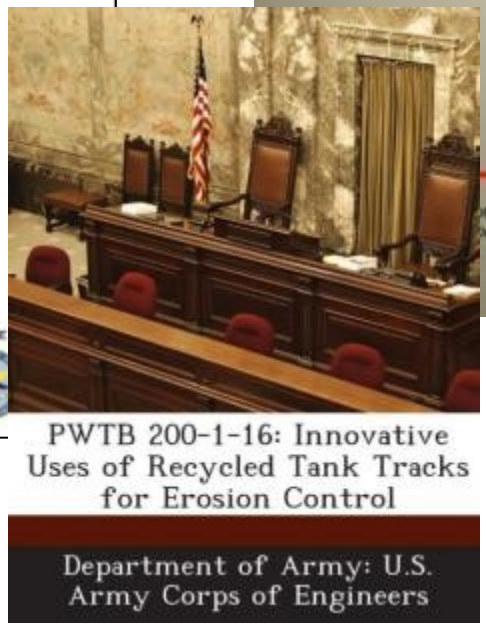
During the After Action Review (AAR) process; following the Operation Phase, project, activity or program, the parties involved should discuss the lessons learned.


Establish what actually happened.
What worked? What did not work?
Review what was supposed to occur.
What could be improved or done differently in the future?

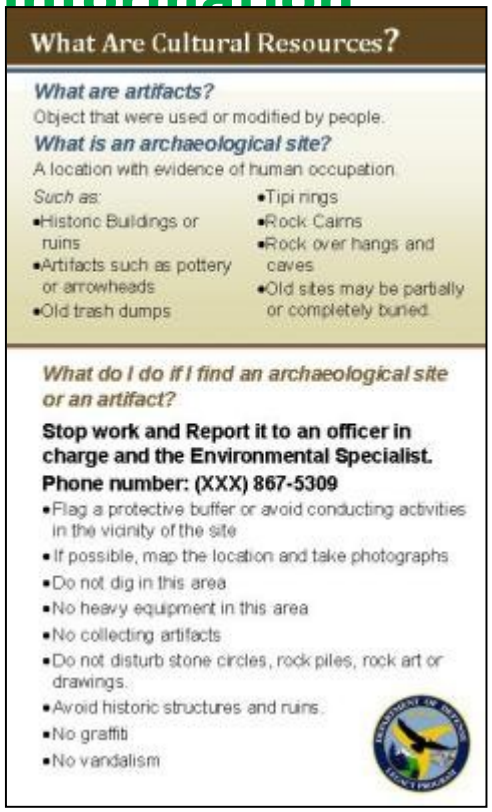
Additional Research



Strategic Plan for DoD Cultural Property
Protection Training & Planning
James A. Zeidler, PhD, RPA
Center for Environmental Management of Military Lands
Colorado State University, Fort Collins, CO
Laurie W. Rush, Ph.D., RPA
Cultural Resources Program
Fort Drum, NY
COL Matthew F. Bogdanos
U.S. Marine Corps Reserve
CENTCOM Historical/Cultural Action Group
n in the at the 112th Annual Meeting of the Archaeological Institute of America.
llaboration Between Cultural Heritage by AIA-Military Panel (CHAMP) and
CENTCOM Historical/Cultural Action Group (CHCAG)
San Antonio, TX, 6-9 December, 2011



Awareness Resources for more information



What Are Cultural Resources?

What are artifacts?

Object that were used or modified by people.

What is an archaeological site?

A location with evidence of human occupation.

Such as:

- Historic Buildings or ruins
- Artifacts such as pottery or arrowheads
- Old trash dumps
- Tipi rings
- Rock Cairns
- Rock over hangs and caves
- Old sites may be partially or completely buried

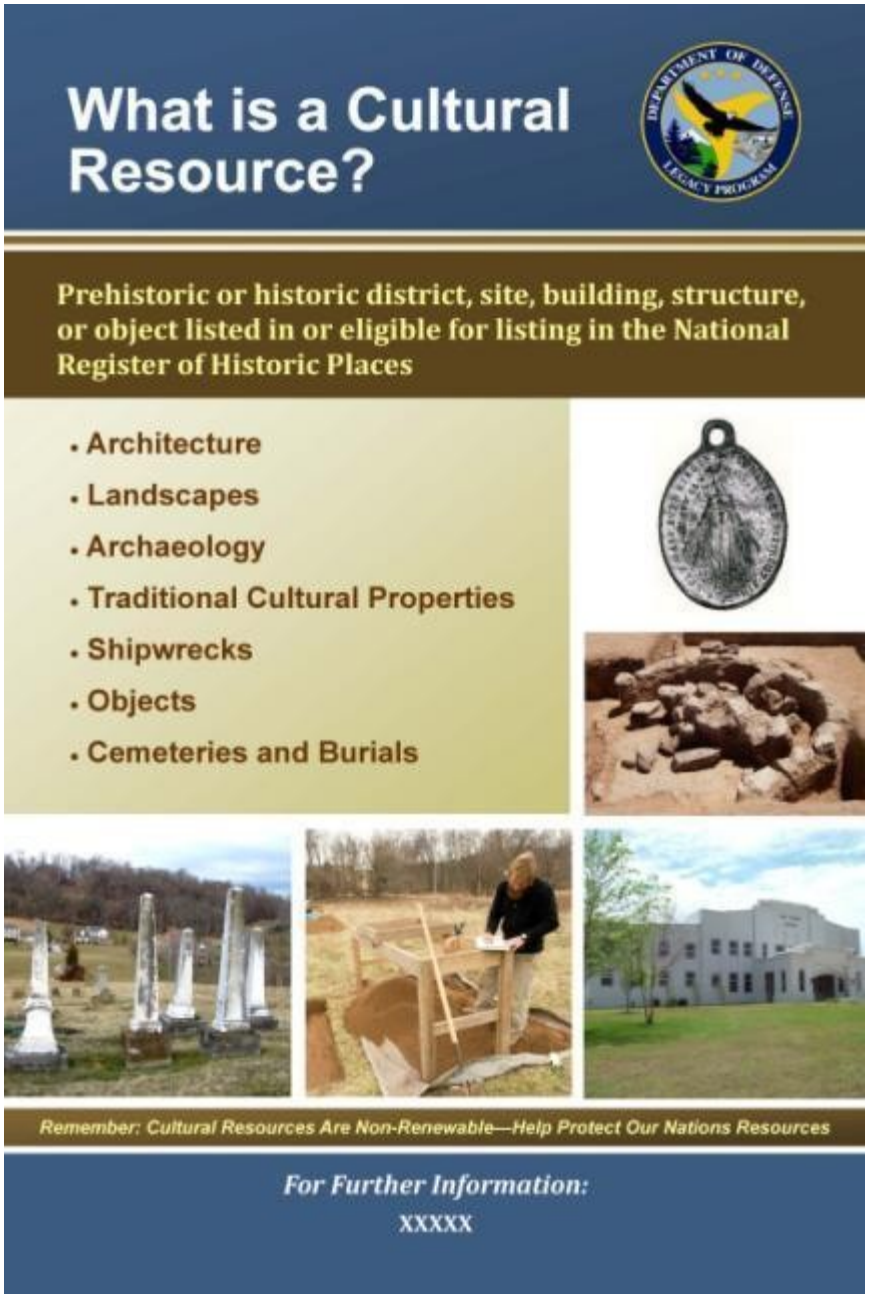
What do I do if I find an archaeological site or an artifact?

Stop work and Report it to an officer in charge and the Environmental Specialist.

Phone number: (XXX) 867-5309

- Flag a protective buffer or avoid conducting activities in the vicinity of the site
- If possible, map the location and take photographs
- Do not dig in this area
- No heavy equipment in this area
- No collecting artifacts
- Do not disturb stone circles, rock piles, rock art or drawings.
- Avoid historic structures and ruins.
- No graffiti
- No vandalism

Pocket Cards



What is a Cultural Resource?

Prehistoric or historic district, site, building, structure, or object listed in or eligible for listing in the National Register of Historic Places

- Architecture
- Landscapes
- Archaeology
- Traditional Cultural Properties
- Shipwrecks
- Objects
- Cemeteries and Burials

Remember: Cultural Resources Are Non-Renewable—Help Protect Our Nations Resources

For Further Information:

XXXXX

Poster

Key Take-Away Points

- DoD property is publicly owned land and we must be good stewards – protecting cultural resources for future generations.
- Ground breaking projects, building maintenance or modifications, erosion, and some types of training can impact cultural resources.
- Anyone can learn how to recognize and avoid cultural resources impacts.
  - Plan ahead
  - Contact the installation CRM and inform them of your project or training plans.
  - Be aware of inadvertent discoveries particularly with ground disturbing activities.

Questions or Comments?